

Position: Special Education Coordinator and Special Education Teacher (split position), Full Time

Status: Open until filled

Start Date: August 16th, 2023

Progeny Academy is seeking passionate, dedicated teacher and a special education coordinator who will provide best- practice instruction to diverse learners. It is the mission of Progeny Academy to support learners in achieving excellence through leadership with next generation innovative educational strategies in science and technology. Progeny Academy is dedicated to provide a safe, supportive learning community founded in high expectations, rigorous academics, and personal accountability that will enable our students to become productive, responsible, global citizens and well-prepared scholars for secondary education and beyond. This is a full-time split teaching and coordinator position for the 2023-2024 school year.

Responsibilities:

- Articulate the mission and vision of Progeny Academy to students, parents, and the greater community
- Create a classroom environment in which every child can succeed and which establishes high academic and behavior standards
- Demonstrate high proficiency and expertise in content areas
- Assist in overseeing the coordination of special education services and due process compliance (mentoring will be provided)
- Create effective lesson plans and instructional materials
- Differentiate instruction to meet the needs of all students
- Teach all approved curricula
- Implement and support the School Wide Positive Behavior System established by the school
- Assess the progress of each student
- Use standardized test data to make instructional decisions
- Prepare and maintain appropriate records and progress reports
- Communicate with parents during the school day and outside the normal classroom hours as required
- Identify student needs and make appropriate referrals for student services
- Help to promote and maintain a professional environment
- Direct paraprofessionals and volunteers as necessary
- Demonstrate the attributes of a lifelong learner
- Participate successfully in the faculty professional development and evaluation system
- Perform other duties as may be reasonably assigned by the administration

Required Qualifications:

- Must hold a Minnesota Teacher's License
- Excellent verbal and written communication skills
- Familiarity with educational technology
- Ability to work with diverse student populations

Preferred Qualifications:

- Experience working with an EL population
- Experience working with middle school and elementary school students

Physical Requirements

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. While performing the duties of this job, the employed is regularly required to talk, hear, climb, balance, stoop, kneel, reach for objects, stand, walk, push, pull, lift, and use hands to grasp and feel. The employed must frequently lift and/or move up to 25 pounds, occasionally being required to lift and/or move up to 40 pounds or more. Specific vision abilities required include close vision, distance vision, and the ability to adjust focus.

Interested candidates should submit the following:

- **Cover letter,**
- **Resume,**
- **3 Letters of Reference and**
- **A MN teaching license copy**

Progeny Academy is an Equal Opportunity Employer. Progeny Academy ensures equal employment opportunities regardless of race, creed, gender, color, national origin, religion, age, sexual orientation, disability or veteran status. Progeny Academy has a policy of active recruitment of qualified minority teachers and non-certified employees.

Progeny Academy offers competitive salaries and benefits for its teaching faculty. Additional compensation will be offered for special education coordinator responsibilities. For more information about the school, visit us at www.progenyacademy.org.

Please send application to:

Ms. Nicole Nelson, Ed.S.
Director
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